

**DRAFT STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
PROBATION OVERSIGHT COMMISSION
WORKING GROUP
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 374
LOS ANGELES, CALIFORNIA 90012**

Thursday, March 10, 2016

10:00 AM

AUDIO FOR THE ENTIRE MEETING. (16-1452)

Attachments: [Audio](#)

I. ADMINISTRATIVE MATTERS

Present: Gabriella Holt, Don Meredith, Jose Osuna, Vice Chair Alex Johnson and Chair Carol Chodroff

1. Call to Order and Introduction by Adrienne Byers, Assistance County Counsel. (16-1221)

Adrienne Byers, Assistant County Counsel, called the meeting to order at 10:04 a.m. Ms. Byers introduce the Interim Chief Probation Officer, Cal Remington, Commission Staff, and asked that the Working Group Members make self introductions.

2. Adoption of Procedural Rules (abridged version of Robert's Rules of Order). (16-1222)

LaTavious Alberty, County Counsel, reviewed the Procedural Rules (abridged version of Robert's Rules of Order) and the Brown Act Rules with the Working Group.

3. Election of Presiding Member for the Working Group. (16-1223)

Adrienne Byers, County Counsel, called for the election of a Presiding Member to the Working Group.

On motion of Member Holt, seconded by Member Johnson, unanimously carried, Carol N. Chodroff was selected as the Chair of the Working Group. On motion of Member Holt, seconded by Member Meredith, unanimously carried, Alex M. Johnson was selected as the Vice Chair of the Working Group.

4. Review and approval of the Statement Work for Prospective Consultants to Explore and Recommend the Best Practices Model of the Probation Department. (16-1312)

Chair Chodroff opened the floor for discussion relative to the Statement Work for Prospective Consultant to Explore and Recommend the Best Practices Model for the Probation Department.

Member Meredith requested clarification as to the role of the proposed consultant and the relationship to the Working Group. Dardy Chen, Chief Executive Office, clarified the role of the consultant relative to the Working Group based on the Board of Supervisors' intent, and discussion ensued. During discussion, Vice Chair Johnson suggested that the consultant's reports being presented to County Staff at Cluster Agenda Review (CAR) meetings as stipulated in the Statement Work under Task 1F and 2A also be presented to the Working Group. Vice Chair Johnson also suggested that relative to Task 2D, the Los Angeles County Office of Education be highly involved in the analysis of the education mechanisms for Probation Youth so that they can be ready to re-enter mainstream educational facilities upon discharge from the Probation Halls and Camps.

Chair Chodroff inquired as to the process for selecting a consultant and requested a list of potential consultants and a summary of their previous work performance. Dardy Chen, Chief Executive Office, indicated that he will provide a list to the Working Group.

After discussion, on motion of Member Holt, seconded by Member Osuna, unanimously carried, the Review of the Statement Work for Prospective Consultants to Explore and Recommend the Best Practices Model of the Probation Department was Received and Filed.

Attachments: [Supporting Document](#)

II. DISCUSSIONS AND PRESENTATION

5. Introduction and Overview of the Department of Probation by Cal Remington, Interim Chief Probation Officer. (16-1225)

Chair Chodroff introduced the Interim Chief Probation Office, Cal Remington. Mr. Remington presented a Department Overview and Strategic Plan, highlighting the strides that have been made in the reduction of incarcerated youth. Mr. Remington also reviewed a matrix relative to County commissions, committees and agencies that currently interface with the Probation Department. Mr. Remington answered various questions posed by the Working Group relative to the education and aftercare of incarcerated youth, the transference of school credits and educational tools and training. Chair Chodroff emphasized the importance of educating incarcerated youth and for providing hiring opportunities upon discharge.

During discussion, Member Holt reiterated the importance of having Los Angeles County Office of Education (LACOE) involved with the educational aspect and program development for incarcerated youth, and requested a breakdown of which agencies are civilian, County Partnership and/or contractors, and which are authorized by the County and/or State. Chair Chodroff suggested that the various agencies listed on the Probation Department provided matrix come before the Working Group to make presentations and discuss their ideas for interfacing with the Probation Oversight Commission.

Chair Chodroff requested an analysis of juvenile field placements relative to those on formal probation and those who are "at risk". Cal Remington, Interim Chief Probation Officer, indicated that he will provide the information to the Working Group.

Attachments: [Probation Departmental Overview](#)

6. Discussion of proposed timeline and meeting schedule. (16-1224)

Chair Chodroff opened the floor for discussion regarding the proposed timeline and meeting schedule of the Working Group. Member Holt suggested that the Working Group meet on Wednesdays to coincide with the Cluster Agenda Review meetings so that those individuals making presentations to the CAR participants will also be available to present to the Working Group.

After discussion, by Common Consent, there being no objection, the Working Group agreed to meet every other Wednesday. The Commission Staff will poll the Working Group Members as to their time preference.

III. MISCELLANEOUS

- 7.** Items not on the posted agenda, to be presented and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because an emergency situation or where the need to take immediate action came to the attention of the Working Group subsequent to the posting of the agenda. (16-1226)

Chair Chodroff requested clarification on the Website where information will be posted. Dardy Chen, Chief Executive Office, clarified the information for the Chair.

Vice Chair Johnson inquired as to how to procure pro bono assistance to provide research and technical support for the Working Group. Mr. Chen indicated that he will inquire and respond to the Working Group. Vice Chair Johnson requested that Working Group meetings be held in various locations within the County in order to achieve the greatest community participation. Mr. Chen indicated that the Working Group will host at least five Town Hall meetings, one in each Supervisorial District, and more if deemed necessary. Vice Chair Johnson requested a chart of the various agencies listed on the Probation Overview Matrix and along with a brief summary of their roles and tasks. Cal Remington, Interim Chief Probation Officer, indicated that he will provide the information to the Working Group.

- 8.** Opportunity for members of the public to address the Working Group on items of interest that are within the subject matter jurisdiction of the Working Group. (16-1227)

There were none.

- 9.** Adjournment. (16-1228)

On motion of Chair Chodroff, seconded by Member Osuna, the meeting was adjourned at 11:00 a.m.